NATIONWIDE ARMY AGR VACANCY ANNOUNCEMENT

OREGON ARMY NATIONAL GUARD ATTN: HRO-AGR, MAJ Derek Hotchkiss PO BOX 14350, SALEM, OR 97309-5047	**Security Clearance:** Top Secret	**ANOUNCEMENT NUMBER: AR # 17-01**	
		OPENING DATE: 8 November 2016	**CLOSING DATE:** 20 December 2016
POSITION: Information Assurance Manager (170A/255S) as a Title 32 Active Guard Reserve (AGR) Warrant Officer	**Minimum Grade:** CW2 **Maximum Grade:** CW4 (at date of hire)	**BOARD DATE:** 05 January 2017	
POSITION FILL DATE: NLT 31 JAN 2017 **UNIT:** Joint Force Headquarters/Oregon National Guard		**POSITION IS OPEN FOR:** CW2/CW3/CW4	

JOB DESCRIPTION: This Position Vacancy Announcement is to hire a Warrant Officer as a Title 32 AGR, Information Assurance Manager (IAM). The IAM serves as the Information Assurance branch chief, and the IA technical and policy enforcement lead for Information Assurance for the Oregon Army National Guard. He/she is responsible for achieving an acceptable IA posture for multiple networks and stand alone systems. The IAM will directly report to, and be rated by, the G-6.

1. **AREAS OF CONSIDERATION:**
    a. FIRST AREA: Current Oregon Army National Guard Warrant Officers in the Grade of CW2, CW3 or CW4 and are a qualified 170A, 255A, 255N, or 255S.
    b. SECOND AREA: Any Oregon Army National Guard Warrant Officers in the Grade of CW2, CW3, or CW4, who are eligible to convert to 170A, 255A, 255N, or 255S
    c. THIRD AREA: Any Warrant Officers in the grade of CW2, CW3, or CW4 who are a qualified 170A, 255A, 255N, or 255S, and eligible to become a member of the Oregon Army National Guard.

2. **DUTIES AND RESPONSIBILITIES:**
The IAM serves as a branch chief, a technical expert, a policy advisor, and policy enforcement lead. He/she is responsible for leading/supervising the IA branch, and other duties as follows:
    a. Serve as the IA program manager for the ORARNG, to include policy development.
    b. Coordinate with various IT work centers and customers within the ORARNG and ORNG Joint Staff, as well as appropriate offices within G-6 and J-6 structures at the National Guard and Department of the Army levels.
    c. Enforce a formal IA security and training program, to include maintaining training and certification records.
    d. Enforce the IA vulnerability management program.
    e. Resolve security violations, incidents, and breaches.
    f. Manage the IA Support Officer program.
    g. Conduct security inspections, audits, assessments, tests, and reviews.
    h. Serve as the administrator for the configuration management board.
    i. Provide reports as necessary.
    j. Other duties as assigned.

3. **QUALIFICATIONS FOR INITIAL ENTRY IN THE AGR PROGRAM:**
    For initial entry in the AGR Program an applicant must possess the qualifications prescribed in AR 135-18, Chapter 2, table 2–1, not be disqualified under tables 2–2 or 2–3. Applicants must:

    a. Be a member of the Army National Guard.
    b. Be medically certified as drug free, tested negative for human immunodeficiency virus (HIV), and not pregnant, per AR 40-501 and AR 600-110, prior to entry on AD or FTNGD in the AGR Program. Meet the medical fitness standards for retention per AR 40-501, Chapter 3. When appropriate, the Soldier must also meet the medical fitness for miscellaneous purposes per AR 40-501, Chapter 5. If PULHES numerical indicator of P3 or P4, then the requirements of AR 600-60 must be met prior to accessing into the AGR program. All applicants must be medically deployable in a world-wide environment. Soldiers with temporary profiles will **NOT** be considered.
    c. Be able to serve at least 3 years in an AGR status prior to completing 18 years of Active Federal service (any combination of Active Duty, Active Duty Operational Support, Annual Training and/or AGR program for a total of 18 years).
    d. Be 18 years of age and not reached their 55th birthday.
    e. Not be under current suspension of favorable personnel action (flagged).
    f. Have a minimum Physical profile of 122221.

g. Possess a minimum of an interim Top Secret security clearance to apply.

h. Have a valid Driver's License (DL).

4. **APPLICATION DOCUMENTATION:**

Qualified applicants may submit applications as described below to the address in the upper left hand corner of this announcement. Applications received later than 1500 on the closing date of this announcement will not be considered. Applicants that currently in Active Guard Reserve (AGR) Title 32 do not need to submit an NGB 34-1. **Applications without all required supporting documents or that contain outdated forms will be returned without consideration. DO NOT USE STAPLES**. US Government postage and envelopes may not be used for submitting applications. Application will be submitted in a plain manila file folder and will include the following in the order listed:

a. Official DA Photo in Army Service Uniform (Blue Class A), taken within the last 18 months.

b. DD Form 369 (20141201), Police Record Check, complete and **signed by applicant in block 11 only**. Block 1 and 10 must be blank.

c. Properly formatted memorandum addressed to HRO-AGR Manager requesting interview for PVA #16-07. Memorandum will include personal contact information to include address, phone numbers, and email address; and must also state they have reviewed AR 135-18 and meet the qualifications for initial entry in the AGR program.

d. Two letters of recommendation from commander or higher. Other letters of recommendation are optional.

e. NGB 34-1 (20131111), Application for Active Guard/Reserve (AGR) Position signed by applicant with any applicable continuation pages attached.

f. *Certified* copy of Selection Board Officer Record Brief (ORB).

g. All OERs.

h. NGB Form 23B, Retirement Points Accounting System (RPAM) dated within 30 days.

i. DA Form 2A/B, Personnel Qualification Record (PQR) dated within 30 days.

j. Individual Medical Readiness (IMR) record with date of last Periodic Health Assessment (PHA) within 12 months.

k. Copy of current DA Form 705 (Army Physical Fitness Test Scorecard) with minimum of the last two scores. Current score must be less than 12 months old. Permanent Profiles must be attached if applicable. Soldiers on temporary profile are not eligible to enter the AGR program and will not be considered.

l. Copy of DA Form 5500/5501 (Body Fat Content Worksheet) if applicable, reference AR 600-9.

m. Memorandum from Unit Security Representative stating that applicant has a security clearance of Interim Top Secret or higher. JPAS statements will not be accepted.

n. Copy of current Driver's License.

o. Copy of current commercial information technology/information security certifications.

5. **SCREENING REQUIREMENTS:**

Applications may be rejected if the applicant has a history of inappropriate professional and personal behavior as outlined in applicable TAG command policies as determined upon administrative review of iPerms, LEDS check and background review. Applicants from the Second and Third Area of Consideration may not be interviewed if a sufficient number of Primary Area applicants are received. Applicants with permanent profiles that meet the screening requirements will take the APFT within the limitations of their profile.

6. **INTERVIEW AND EVALUATION:**

Applicants will interview in person. Applicants will be evaluated on the basis of their attention to detail, education, experience, training, and performance based on the individual application and interview. The hiring panel will evaluate whether the applicant has the required traits to succeed as the Information Assurance Manager (IAM). The applicant will be assessed for their communications skills, suitability for the AGR Officer Corps, and leadership ability. An Army Physical Fitness Test and Height/Weight check will be administered the day of the interview. Passing both the APFT and Height/Weight check are required to advance to the interview proceedings.

7. **EQUAL OPPORTUNITY:**

The Oregon National Guard is an Equal Opportunity Employer and all qualified applicants receive consideration for this announcement without regard to race, color, religion, gender, national origin or reprisal.

8. **INSTRUCTIONS TO COMMANDERS/SUPERVISORS:**

This position vacancy announcement will be given the broadest possible dissemination.

Applicants with questions regarding this announcement may contact
MAJ Derek Hotchkiss at: derek.m.hotchkiss.mil@mail.mil
503-584-3635